

Department of Public
Health and Human Services

SECTION:
AGENCY

COMMUNITY SERVICES BLOCK
GRANT

SUBJECT:
COUNTY SIGN-OFFS

As required in the Administrative Rules of Montana for the Community Services Block Grant Program (see also section 100-4 of the CSBG Manual) 37.2.908 - the contractor shall submit their plan to the county governing bodies within its multicounty area. A county governing body may approve, disapprove, or offer amendments to the plan. If the county governing body and the contractor cannot agree as to the plan's components, the department shall prepare and approve a plan for such county.

County sign-offs shall be –

- Presented to a county governing body after the State Planning process has cleared a final version of the agency work plan;
- Obtained only once for the two-year State Plan cycle unless a significant amendment has been made*; and
- Be submitted with the first year's contract of the two-year State Plan cycle;

*Amendments to a work plan that present a significant shift in the activities or type of activities being funded would require approval from the Department and another county sign-off during the two-year cycle.